



## Cascade County Location/Conformance Permit Application

Cascade County Public Works Department Planning Division  
121 4<sup>th</sup> St N, Suite 2H-2I  
Great Falls, MT 59401  
Phone: 406-454-6905 Fax: 406-454-6919

Permit No.: \_\_\_\_\_  
App. No.: \_\_\_\_\_  
Applied Date: \_\_\_\_\_

### General Information

A Location/Conformance (L/C) permit is required: (1) for all changes of land use and commercial activities within Cascade County jurisdiction and (2) prior to the construction of all buildings and structures two-hundred (200) square feet or larger on all lands within Cascade County jurisdiction. L/C permits are not required for "site preparation," as defined in the Cascade County Zoning Regulations (CCZR). L/C permits are to be issued for one use and are required for each tract of land. Legally issued L/C permits shall expire one year after the date of approval if construction or the use permitted has not started. A one-time only twelve (12) month extension may be granted by the Zoning Administrator upon request. L/C permit applications require a non-refundable application fee of fifty dollars (\$50.00) unless non-site preparation work started prior to the issuance of an L/C Permit; post-work projects require a non-refundable application fee of two-hundred dollars (\$200.00).

### Project Information

Project Address	4600 Giant Spring Road, Great Falls, MT 59405							
Estimated Project Value (\$)	\$500,000 Office Building; \$100,000 Storage Building; \$500,000 Septic Replacement							
Legal Description	Township	21	Range	04 E	Section	33	COS No.	3266
	Subdivision	IN S/2N/2 & N/2S/2 MK S HERITAGE STATE PARK						
	Parcel No.	NA			Geocode	02-3139-33-3-02-04-0000		
	Total parcel area	87.237			Unit:	<input checked="" type="checkbox"/> Acres <input type="checkbox"/> Square Feet		
Property Owner	Name	STATE OF MONTANA - Fish, Wildlife and Parks, Rep. Paul Valle						
	Address	PO Box 200701, 1522 9th Ave. Helena, MT 59620-0701 406.841.4013						
	Phone Number	406.841.4013						
Applicant (Contractor, Engineer, etc.)	Name	Spark Architecture, Sophia Sparklin AIA						
	Address	410 Central Ave #506						
	Phone Number	406.453.0001						
Application Type	<input type="checkbox"/> Change of use <input checked="" type="checkbox"/> New build/alteration							
	Previous use:	Same (FWP R4 Headquarters)						
Use type	<input type="checkbox"/> Single-family Residential		<input type="checkbox"/> Multi-family Residential		<input checked="" type="checkbox"/> Public/NGO			
	<input type="checkbox"/> Duplex		<input type="checkbox"/> Mobile Home		<input type="checkbox"/> Sign			
	<input type="checkbox"/> Commercial		<input type="checkbox"/> Industrial		<input type="checkbox"/> Registered Premise			
	<input type="checkbox"/> Garage/Shop/Barn		<input type="checkbox"/> Home Occupation		<input checked="" type="checkbox"/> Other:			
Structures	Number of existing structures	3		Total existing structure area (sq. ft.)	18,500			
	Number of proposed structures	2		Total proposed structure area (sq. ft.)	2,229 + 1,000			
	Total area of alteration (sq. ft.)	3,300						
Water/Waste	Type of sewage disposal	On-Site Septic		Source of water supply	Well			

Project Description:

This project consists of a free standing 2,229 SF single story office building on part of the existing parking lot; A replacement of the existing septic system; and a 1,000 SF Storage building to serve Giant Springs Park (mower storage etc), currently planned to be located towards the West end of the Parking Lot.

**Submission Checklist**

Location/Conformance Permit applications shall be submitted to the Cascade County Planning Office for review. The following checklist must be completed and signed by the applicant before the application can be reviewed. Where applicable, all required permits/forms must be attached to the application.

- ☒ A site plan prepared at a scale not less than one inch equals one-hundred feet (1" = 100') containing, where applicable, the following minimum information:
  - ☒ Name and address of applicant.
  - ☒ Legal description and boundary lines of property being considered for review.
  - ☒ Existing and proposed land use upon the site.
  - ☒ Names of owners and existing land use on adjacent property.
  - ☒ Location, size, dimensions and uses of existing and proposed buildings and improvements.
  - ☒ Location and description of existing and proposed utilities.
  - ☐ Location and dimensions of curb cuts and access points.
  - ☐ Location, size, dimensions and number of off-street parking spaces, including on-site vehicular driveways and type of surface improvements.
  - ☐ Location and type of existing and proposed landscaping or buffering.
  - ☐ Location, type and height of existing and proposed fencing and screening.
  - ☐ Location, type and height of sight-obscuring improvement surrounding areas of storage for raw materials, finished products, machinery and equipment.
- ☐ Floodplain permit (attached). This is required if the project is in a regulated floodplain.
- ☐ Approach permit (attached). This is required if the proposed approach is from a county or state road.
- ☐ Addressing application (attached). This is required if the subject property needs a structure addressed.
- ☒ Septic permit (attached). This is required for projects installing a septic system, re-utilizing a pre-existing septic system, or increasing the capacity of a pre-existing septic system on the subject property.
- ☐ General Permit for Storm Water Discharge Associated with Construction Activity (attached). This is required for projects that will disturb an acre or more of land.

**Attestation Statement and Signature**

I hereby certify that the information given herein is true and correct to the best of my knowledge. There are no restrictions placed upon my property which would prohibit the issuance of this permit. If there are any restrictions, then this permit shall become null and void. I hereby grant permission to any Cascade County Zoning Official to enter my property to inspect for compliance with the County Zoning Regulations in relation to this application.

Signature of Applicant: Sophie Speklin Date: 1/31/2019

Signature of Property Owner: Paul Walker Date: 1/31/2019



## Office Use Only

Fee(s): ☐ Pre-work (\$50.00) ☐ Post-work (\$200.00) ☐ Addressing (\$25.00)  
 Payment Type: ☐ Check No.: \_\_\_\_\_ ☐ Cash  
 Date Application Received: \_\_\_\_\_ Application Number: \_\_\_\_\_  
 Date Application Approved: \_\_\_\_\_ Approved by (staff): \_\_\_\_\_  
 Approved Permit Number: \_\_\_\_\_ Associated SUP Number: \_\_\_\_\_

### Review Items

Zoning District: \_\_\_\_\_  
 Restrictions/Covenants: ☐ Yes ☐ No Type: \_\_\_\_\_  
 Physical/Legal Access: ☐ Yes ☐ No  
 Setback Requirements (ft): Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side: \_\_\_\_\_  
 Parking Requirements: Existing: \_\_\_\_\_ Required: \_\_\_\_\_ Proposed: \_\_\_\_\_  
 Landscaping Requirements: Frontage Option: \_\_\_\_\_ Buffer Option: \_\_\_\_\_  
     Administrative Relief Requested: ☐ Yes ☐ No  
     Administrative Relief Granted: ☐ Yes ☐ No  
 Height Requirements: ☐ Airport Zone: \_\_\_\_\_ ☐ Military Overlay District: \_\_\_\_\_  
 Floodplain: ☐ Yes ☐ No  
     Permit Attached: ☐ Yes ☐ No  
 Variance Request: ☐ Yes ☐ No  
     Variance Approval Attached: ☐ Yes ☐ No  
 Approach Permit: ☐ Yes ☐ No  
     Approach Permit Attached: ☐ Yes ☐ No  
 City-County Health Department Approval: ☐ Yes ☐ No  
     Permit Attached: ☐ Yes ☐ No  
 Addressing Approval: ☐ Yes ☐ No  
     Addressing Approval Attached: ☐ Yes ☐ No

### Data Collection

Permit Category	<input type="checkbox"/> Residential	<input type="checkbox"/> Public/NGO	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial
Permit Type	<input type="checkbox"/> Dwelling Unit(s)	<input type="checkbox"/> Administrative, Waste Management and Remediation Services	<input type="checkbox"/> Agriculture, Forestry, Hunting or Fishing	
	<input type="checkbox"/> Utilities	<input type="checkbox"/> Transportation and Warehousing	<input type="checkbox"/> Arts, Entertainment, Recreation	
	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Mining, Quarrying, O & G	<input type="checkbox"/> Accommodation and Food Services	
	<input type="checkbox"/> Construction	<input type="checkbox"/> Finance and Insurance	<input type="checkbox"/> Educational Services	
	<input type="checkbox"/> Information	<input type="checkbox"/> Real Estate and Rental/Leasing	<input type="checkbox"/> Wholesale Trade	
	<input type="checkbox"/> Retail Trade	<input type="checkbox"/> Prof., Scientific, Tech. Services		
	<input type="checkbox"/> Public Admin.	<input type="checkbox"/> Health Care and Social Assistance		
	<input type="checkbox"/> Other Services			